



**MISSION:**

To make Tempe the best place to live, work and play.

**VALUES:**

People... Integrity... Respect... Openness... Creativity... Quality...

## **ENVIRONMENTAL INVESTIGATOR I/II**

### **Purpose:**

To actively support and uphold the City's stated mission and values. To perform skilled technical duties in the inspection of industrial, commercial, and storm-water discharges to ensure compliance with pretreatment ordinances, storm-water regulations, and permit requirements; to protect the environment, worker health and safety, and the general public by providing information on environmental regulations; to provide support for and respond to hazardous materials incidents; and to provide public outreach information and serve as a liaison to local business representatives regarding environmental issues.

### **Supervision Received and Exercised:**

#### **Environmental Investigator I**

Receives general supervision from the Environmental Services Administrator or from other supervisory or management staff.

#### **Environmental Investigator II**

Receives general supervision from the Environmental Services Administrator or from other supervisory or management staff.

Exercises technical supervision over subordinate technical staff.

### **Distinguishing Characteristics:**

**Environmental Investigator I** - This is the entry level class in the Environmental Investigator series. This class is distinguished from the Environmental Investigator II by the performance of the more routine tasks and duties assigned to positions within the series. Employees may have only limited directly related work experience.

**Environmental Investigator II** - This is the full journey level class within the Environmental Investigator series. Employees within this class are distinguished from the Environmental Investigator I by the performance of the full range of duties as assigned.

*Effective November 1988*

*Revised October 1995*

*Revised February, 2003 (flex class)*

## CITY OF TEMPE

### Environmental Investigator I/II (continued)

Employees at this level receive only occasional instruction or assistance as new or unusual situations arise, and are fully aware of the operating procedures and policies of the work unit. Positions in this class are flexibly staffed and are normally filled by advancement from the lower class of Environmental Investigator I, or, when filled from the outside, require directly related prior experience. Appointment to the higher class requires that the employee be performing the full range of duties assigned to the class.

### **Examples of Duties:**

This class specification is intended to indicate the basic nature of positions allocated to the class and examples of typical duties that may be assigned. It does not imply that all positions within the class perform all of the duties listed, nor does it necessarily list all possible duties that may be assigned.

Duties may include, but are not limited to, the following:

- Inspect industrial and commercial establishments such as restaurants, gas stations, industries and manufacturers to ensure compliance with local ordinances and permit requirements governing the discharge and pretreatment of industrial waste and storm-water.
- Explain the mission and objectives of the pretreatment program to owners, managers and operators of regulated industries and local commercial facilities; provide support and technical expertise on environmental health and safety issues.
- Inspect the dimensions, operations and maintenance of sand traps, settling tanks, clarifiers, neutralizing tanks, grease removal equipment and other interceptors used in the pre-treatment, treatment, disposal and control of industrial waste; draw samples for laboratory tests; note location, use and quantity of floor drains; interpret laboratory analytical results.
- Operate and install industrial waste sampling and flow monitoring equipment.
- Conduct field tests for acidity, alkalinity, chlorine demand, hydrogen sulfide and other factors to determine if waste discharge causes deterioration of sewage facilities or pollution and contamination of surface and underground waters.
- Detect hazardous atmospheres (toxic, explosive, ignitable) in sewers with gas detection equipment; determine means of controlling or eliminating hazards.
- Read and interpret construction plans and specifications; determine whether industrial waste permits are required and have been issued; enforce the provisions of such permits; initiate civil and/or criminal enforcement actions when necessary; review plans for correction of pollution or violations.

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### Environmental Investigator I/II (continued)

- Review sampling data to identify significant trends of non-compliance; prepare and submit reports of activities and findings.
- Enter, retrieve and manipulate waste treatment information on computer; collect, transfer and receive data to generate reports and graphs; verify data as needed; maintain databases of industrial discharges as required.
- Coordinate operations and activities with other divisions, departments or outside inspection agencies; coordinate with the Fire Department on hazardous waste calls.
- Respond to and resolve industrial, commercial, and residential odor complaints.
- Inform the public about the functions of the environmental division; respond to customer inquiries and complaints on discharges to the sewer system and a variety of environmental issues.
- Study new regulations and materials pertaining to industrial and commercial waste; attend meetings, workshops, conferences and seminars related to industrial waste treatment methods and techniques.
- Ability to review building plans for compliance with established environmental controls.
- Perform related duties as assigned.

### **Experience and Training Guidelines:**

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

#### **Experience:**

##### **Environmental Investigator I**

One year of technical experience in industrial or hazardous waste treatment and/or compliance and/or technical experience in wastewater treatment systems including testing, flow monitoring, and sampling.

##### **Environmental Investigator II**

Three years of technical experience in industrial or hazardous waste treatment and/or compliance and/or technical experience in wastewater treatment systems including testing, flow monitoring and sampling.

*Effective November 1988*

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CITY OF TEMPE  
Environmental Investigator I/II (continued)

**Training:**

**Environmental Investigator I**

College level coursework or specialized training in chemistry, bacteriology, environmental sciences or related field.

**Environmental Investigator II**

Formal specialized training equivalent to an Associates degree or two year college program or formal apprenticeship or training with major course work in chemistry, bacteriology, environmental sciences or related field. A Bachelor's degree is preferred.

**Licenses/Certifications:**

Possession of, or ability to obtain, an appropriate, valid Arizona driver's license.

Possession of, or ability to obtain within probationary period, ADEQ wastewater collection system operator certificate.

**This position is included in the City's classified service, pursuant to City of Tempe Personnel Rules and Regulations, Rule 1, Section 104.**

**Job Code: 7081/7080**

**Salary Range: 27/31**

**Compensation Plan: P40 / Regular**

**FLSA: Non-Exempt**